

Introduction to MiWaters for Facilities under the CAFO Permit

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About Us

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 - CAFO Permit Writer



MiWaters

MiWaters is an integrated software solution that provides tracking, management, inquiry, and reporting of Michigan Department of Environmental Quality (MDEQ), Water Resources Division (WRD) Program Data.



MiWaters

In planning and development for 4+ years (prior to WRD)

- Took over 2 years just to get to put out a Request for Proposal
- Our consultants have been on board since June 2013

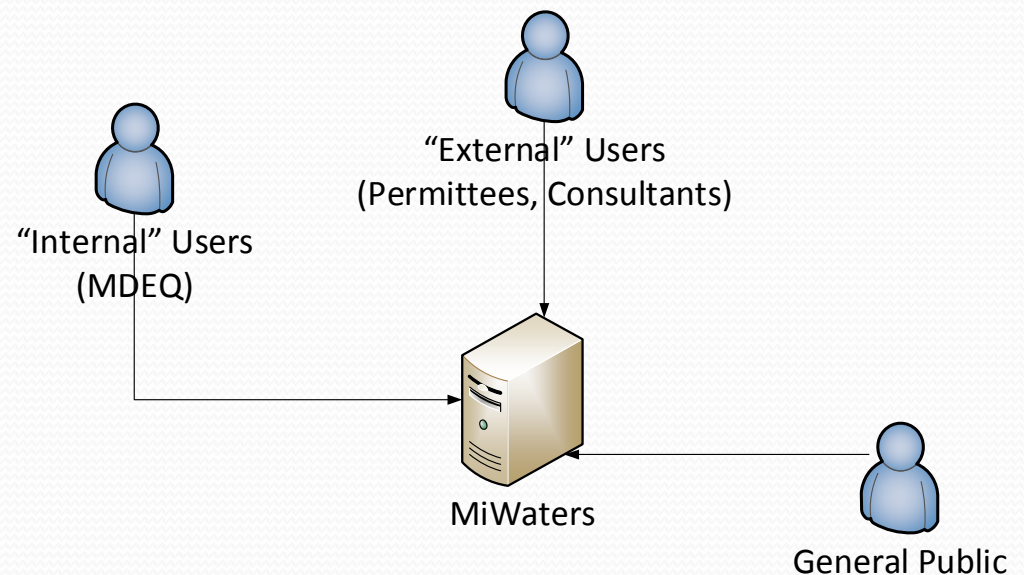
Replaces 25+ databases

Includes 5 permitting programs

- National Pollutant Discharge Elimination System (NPDES)
- Groundwater Discharge
- Part 41 Construction
- Aquatic Nuisance Control (ANC)
- Land/Water Interface (Wetlands, Lakes & Streams, Great Lakes)

MiWaters Functional Overview

- **Web-Based Solution**
- **Accessed by**
 - MDEQ WRD Staff
 - Registered “External” Users
 - General Public





MiWaters

It benefits regulated stakeholders by letting you:

- Manage your accounts.
- Submit applications electronically, follow the change in status.
- Submit permit required reports electronically.
- Be reminded of upcoming schedules of compliance.
- Have access to historic submissions (applications, reports, etc.).
- Be able to view violations.



MiWaters

Topics for Today:

- Establishing an Account
- Maintaining Your Profile
- Becoming Associated with Your Site
- Inviting Another Person to View or Manage Your Site Information
- Finding an Application or Request to Submit
- Submitting an Application
- Submitting a Report Required by Your Permit (Annual Report)
- Viewing Information Related to Your Site
- Transition into MiWaters



MiWaters

Establishing an Account

- Go to the MiWaters website, click on the “Create an Account” button
- Enter all the required information, click Save.
- MiWaters will provide a confirmation message.
- Respond to the e-mail sent to the e-mail address you supplied.
- MiWaters will provide a message stating that your account has been activated.
- You’ll now be able to log into MiWaters.



MiWaters

Melissa,

Welcome to the MDEQ MiWaters Information System. You have successfully created a new MiWaters account.

Your user name is:



Please click on the link below or copy and paste it into your browser to verify your request:

<https://miwaters.windsorsolutions.biz/beta/#/validateexternaluser?token=D8A4293D866F14C5BB15F04BBDD092ED>

If you have not requested to register an account, or if you are having difficulty accessing or using the system please contact us.

Thank you,

Water Resources Division - Michigan Department of Environmental Quality



MiWaters

Maintaining Your Profile

- Log into MiWaters.
- Hover the mouse over your name in the upper right.
- Your name changes to Profile and Settings.
- Review and change information.
- Click Save.
- Update notification preferences.
- Contact the MDEQ to update email address.



General Site Navigation

- [Contacts](#)
- [DEQ Home](#)
- [About](#)
- [Etc.](#)



Becoming Associated with Your Site

- Using the verification code (Individual permit holders)
- Being invited by your MDEQ compliance staff



MiWaters

Inviting Another Person to View or Manage Your Site Information

- Log into MiWaters.
- Scroll down to “Authorized Users”, select this.
- Select “Invite User to Join”, green button top of screen.
- Fill out the information requested, including role.
- Save.
- Then e-mails are sent out.....



melissa s,

You have been invited by Melissa Schrauben (Admn) at Admn_schraubenm3@michiganTEST.gov to be associated to site [REDACTED] CAFO' with a role of 'Administrator' in the DEQ MiWaters Information System.

Click the link below or copy and paste the link into your web browser to accept the invitation:

<https://miwaters.windsorsolutions.biz/beta/#/acceptinvite?token=DAFCE129CFB32B84285309EAB3727250>

Thank you,

Water Resources Division - Michigan Department of Environmental Quality



Certifier Status

- Needed to submit applications, reports, and other items that require a signature.
- Two step process: fill out certifier agreement form and click “request certifier status” button.



MiWaters

Finding an Application or Request to Submit

- Finding the CAFO application – new permit
- Finding the CAFO Application - Reissuance



MiWaters

Submitting an Application or Request

- Start with the application we found.
- Click the “Begin Submission” button on far right.
- Next screen describes application you selected.
- Click “Begin Form Entry” in the upper left.
- Next screen is the start of the electronic application record.
- **Please** refer to online tutorials or step-by-step instructions for detailed information. There’s a lot of information, and it’s not always intuitive.



MiWaters

Submitting a Report Required by Your Permit (Annual Report)

- MiWaters will send notifications to account holders of upcoming obligations for reporting.
- Go to “App, Requests and Reports.”
- Select Compliance Reports.
- Find the report of interest, then select Begin Submittal.
- Click “Begin Form Entry” in the upper left corner.
- Follow the instructions.



MiWaters

Viewing Information Related to Your Site

- Notifications.
- Site Information - Details, Site Plan, Contacts (at the site level), and Related Sites.
- Applications, Requests and Reports.
- Permits – a list of all permits, but you can initiate an action on your current permit from here.
- Compliance and Enforcement Actions – a list of actions taken by the MDEQ.
- Violations
 - A list of violations is provided. Review this list occasionally.
 - MiWaters will automatically generate some violations.



MiWaters

Viewing Information Related to Your Site (cont'd)

- Financials
 - Is a listing of all financial obligations and whether you met that obligation.
 - Expect to see application fees, annual permit fees, and penalties required by an enforcement order.
 - Note that fees paid prior to implementation of MiWaters will not show. But if you have an unpaid obligation, that should be migrated into MiWaters.
 - You should be able to initiate payment of the fee from this page.
- Documents A listing of all public documents that the MDEQ has is provided here
- Authorized Users – discussed in another session.



Land Application Sites - Future

- We will eventually be moving toward having each field created as its own separate site in MiWaters.
- When this time comes, there will also be a Naming Convention for field names
- We will contact you when the time comes, as we will need to get information from you.



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MiWaters

We established a webpage for updating the public on MiWaters: www.michigan.gov/miwaters

The website above also contains tutorial videos about many of the actions we watched today.

A CAFO staff map can be located at the DEQ – CAFO website



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